



State of Arizona
Department of Education

Tom Horne
Superintendent of
Public Instruction

Dear Superintendent:

In order to retain public records for the Structured English Immersion (SEI) endorsement training, the Arizona Department of Education has established and maintains the SEI tracking system. Upon review of the tracking system maintained by the ADE, there is not an approved SEI training plan on record to provide the provisional SEI endorsement to the individuals who are required to obtain the provisional SEI endorsement. The deadline for submittal of the provisional SEI endorsement training plan and syllabus was August 31, 2005, therefore, individuals needing to obtain the provisional SEI endorsement training must use another state board approved Local Educational Agency (LEA), individual trainer, a County Educational Service Agency (ESA), or an institute of higher learning. The LEA is still required to submit a plan to ADE that ensures that the individuals within the LEA who are required to obtain the provisional SEI endorsement will receive the provisional SEI endorsement by August 31, 2006.

The items that need to be submitted to ADE are:

- "Checklist to be submitted to ADE/EAS"
- Syllabus (if the LEA is contracting with an entity to provide the training for the LEA)
- Timeline for implementation

If the LEA is choosing **not** to provide the training by contracting with an entity, the checklist along with the options that individuals may choose from still needs to be submitted to ADE.

Information can be obtained from the ADE website at www.ade.az.gov. Click on the English Acquisition Services link and scroll down to the second major heading entitled "SEI Curricular Framework." Under this heading, there is information regarding the SEI endorsement which includes the checklist that must be submitted to ADE.

This information needs to be submitted to ADE by November 30, 2005 to allow time for implementation of the provisional SEI endorsement training. If you have any questions, please contact Kathy Hill at 602-364-1953 or khill@ade.az.gov. Thank you.

Irene Moreno
Deputy Associate Superintendent
English Acquisition Services